

Board of Firefighting Personnel Standards and Education Minutes

**WAYNE TWP. FIRE DEPARTMENT
700 N. HIGH SCHOOL ROAD
INDIANAPOLIS, IN
MAY 10, 2004
10:00 a.m.**

A. Pursuant to IC 22-12-3-6, the regular scheduled meeting of the Board of Firefighting Personnel Standards & Education convened at 10:00 a.m. with Chairperson Patrick Donoghue presiding:

a. The following Board Members were present:

Luther Taylor, Sr.
M. Tracy Boatwright
Bernice Clark arr. 10:10 a.m.
Patrick Dongohue
Charles (Don) Hall
Thomas Hanify
Tom Loraine
Jack Kerney
Tom Loraine
Jerry Nulliner
Darrick Scott

b. The following Board Members were absent:

Paul Covington

c. Also Present

Robert Kasting, Cass Co. Fire Assn.
Maynard Masters, Emergency Books & Training
Invan Nevil, Fire Academy Administrator
Mara Snyder, Counsel
James Schneider, PSTI TO
Randy Wood, PSTI TO
Marilyn Burgess, PSTI Program Coordinator

B. Roll Call and Introduction of Guests

Roll Call was taken with a quorum of 10

C. Minutes March 29, 2004; Board Meeting; Statistical Report March and April 2004

Tom Loraine made a motion to accept the March 29, 2004, Board minutes as printed and distributed. Don Hall seconded the motion. Motion carried.

Jack Kerney made a motion to approve the March and April, 2004, statistical report as printed and distributed. Tom Loraine seconded the motion. Motion carried.

D. Variances, Hearings and Appeals

a. **Jeffrey Stoneburner, a member of the South Bend F.D.** requested a variance to 655 IAC 1-2.1-19 Instructor I based upon completing and receiving a Primary Instructor certificate from the IN EMS Commission.

Jerry Nulliner made a motion to approved the variance on staff recommendation, with the condition that if Jeffrey ever desires IFSAC accreditation he must take the IN written and practical tests. Marshal Boatwright seconded the motion. Motion carried.

b. **Brad Mullins, a member of the Terre Haute F.D.** requested a variance to 655 IAC 1-2.1-19 Instructor I based upon having completed and receiving a Primary Instructor certificate from the IN EMS Commission.

Jack Kerney made a motion to approve the variance on staff recommendation, with the condition that if Brad ever desires IFSAC accreditation he must take the IN written and practicals. Director Taylor seconded the motion. Motion carried.

c. **Jeffrey McCoy, a member of the Lafayette F.D.** requested a variance to 655 IAC 1-2.1-11 FO III and 655 IAC 1-2.1-12 FO IV based upon having completed and receiving an Associates degree in Fire Science from Ivy Tech State College and a Bachelor of Science degree in Fire Safety Engineering Technology from the University of Cincinnati. He has also completed a Masters of Science from Indiana Wesleyan University.

Tom Loraine made a motion to approve the variance on staff recommendation. Darrick Scott seconded the motion. Motion carried.

d. **Stephen Coover, a member of the Bloomington F.D.** requested a variance to 655 IAC 1-2.1-10 FO III. He has received a Bachelor of Arts in Criminal Justice from Indiana University at Bloomington, IN.

Tom Hanify made a motion to approve the variance. Tom Loraine seconded the motion. After lengthy discussion the motion to approve the variance was withdrawn.

Tom Loraine made a motion to table the variance until Stephen Coover can send us a copy of his transcripts. Jack Kerney seconded the motion. Motion carried.

e. **Phillip Wischart, a member of the Lawrence Twp. F.D. in Marion Co.,** requested a variance to 655 IAC 1-2.1-19 Instructor I based upon having completed and receiving a Primary Instructor certification from the IN EMS Commission.

Jerry Nulliner made a motion to approve the request for variance on staff recommendation. Darrick Scott seconded the motion. Motion carried.

E. Report by Luther J. Taylor, Sr., Executive Director, SEMA/DFBS/PSTI

Director Taylor thanked the various agencies for their cooperation in working with him to make the transition to his new position as Director go so smoothly.

Director Taylor at this time is very involved with Homeland Security funds. Workshops were held with all EMA Directors on April 14 and 15. Funds are expected to be distributed by the last of June or the 1st of July.

There is a Higher Education program on Homeland Security to be introduced to the universities and colleges in Indiana on June 26. Brad Thatcher will be working on this through Emergency Preparedness for Homeland Security.

Director Taylor met with Russ Sanders and stated that Mr. Sanders would like an opportunity to be heard regarding the NFPA 16 codes. These codes are currently on line at no charge.

Recently Director Taylor had a conversation with Bill Booth regarding the Fire Academy. Director Taylor stated that he will contact Bill Booth after he has had a chance to review the past proposition.

OSHA is willing to put on some free training sessions in the north, central and southern portions of Indiana.

F. State Fire Marshal Report M. Tracy Boatwright

Marshal Boatwright attended the Fire Marshal forum in Quincy, MA a few weeks ago. All State Fire Marshals and Provincial Fire Marshals from Canada are invited. It is a good place to get together to discuss common problems.

The International Association of Fire Chiefs put on a seminar looking at code issues as they pertain to assembly occupancies. Another seminar will be held in Nashville, IN at the end of the month. Marshal Boatwright feels there will be some recommendations that come out of the seminar that will save people's lives. Bob Duvall from NFPA put on a presentation of the worst assembly occupancy fires going back to 1800's. Marshal Boatwright felt this was a very worthwhile seminar.

The Fire Marshal's office has a new Inspector, Larry Cooper formerly with I.F.D. There are still two daycare inspection positions open; one for Marion Co. and one for NE Indiana.

G. Public Safety Training Institute Report Ivan Nevil

Ivan stated that the PSTI staff has been extremely busy.

The office is in the process of moving records from Central State to the 30th street warehouse.

Ivan was at Maryland the week of May 10 working on the Fire Act Grants. The grants are finished now except for the Fire Prevention Grant's that will be done later.

Ivan and Randy Wood, TO, from PSTI attended the IFSAC Conference the week of May 3 - 7 in Oklahoma City. Randy attended two preliminary course's that are taught for new people.

Ivan is looking at June 28,29,30 for IFSAC reaccreditation in our office. Staff is working hard on validation of courses we are adopting new standards on. We have 6 months after this date to satisfy IFSAC if for any reason they do not accept our reaccreditation.

H. **Administrative Proceedings** - None at this time

I. **Old Business**

a. **IFSAC** - Already discussed

b. **House Bill #1106** - Ivan Nevil - Marshal Boatwright has been in contact with Brad Gavin regarding the videotape. Brad explained the cost of the video required that it be put out for bids, so we couldn't choose between the two retired state police officers who were originally interested in doing the video.

c. **Certification Task Force** - Tom Loraine - No report at this time.

d. **Rules**- Mara Snyder- Mara will be publishing the Notice of Intent for the second round of rules in the June register. Mara stated that she would like to have a Public Hearing at the September Board Meeting. By the end of June/July the Board needs to have a draft that is workable. She will then get that draft published in the September register. If any Board member has any ideas on the rule changes, they should have them to Mara by the June meeting.

e. **HazMat Tech Course #04-0314 Investigation**- Ivan Nevil- Ivan deferred the floor to Randy Wood who did the Investigation. After finding what the staff regarded as misconduct in the Instruction of the course practicals, the recommendation from PSTI staff was that Randy Cox, Greg Nelson and Jay Chrisman be allowed to retest on all practicals with a qualified Instructor II/III. After the testing of skills is completed, they will be granted their Haz Mat Technician certification. In addition John Hash Instructor II/III will be put on probation for eighteen (18) months and will not be allowed to be Lead Evaluator, Evaluator or Proctor without supervision of an Instructor II/III. This probation will not impact his ability to instruct courses.

After lengthy discussion Tom Loraine made a motion to approve the staff recommendation allow Randy Cox, Greg Nelson and Jay Chrisman to test on all the practical skills and then be allowed to be certified as Haz Mat Technician. Darrick Scott seconded the motion. Motion carried.

Tom Loraine made a motion to approve the staff recommendation to put John Hash Instructor II/III certification on probation for (18) eighteen months. During this 18 months Instructor Hash will not be allowed to be Lead Evaluator, Evaluator or Proctor without a qualified Instructor II/III as supervisor. When a course comes up for testing Instructor Hash will provide us with the name of the Instructor II/III supervisor (30) thirty days in advance This probation does not impact his ability to instruct courses. Tom Hanify seconded the motion. Motion carried.

e. **Letter from Randy Lilkening-** After discussion of the letter sent to the Board the Board Tom Loraine made a motion to reverse the decision to censure Randy Wilkening at the March 29 meeting in order to restart the appeal process for Instructor Wilkening. Marshal Boatwright seconded the motion. Motion carried. Tom Loraine made a motion to send Randy Wilkening a letter notifying him that on staff recommendation he will be on probation for (18) eighteen month. During this 18 eighteen months Instructor Wilkening will not be allowed to be Proctor, Lead Evaluator or Evaluator without supervision. He must notify PSTI 30 (thirty) days in advance of whom the Instructor II/III will be that will be supervising his testing. This decision does not impact his ability to instruct any courses. Marshal Boatwright seconded the motion. Motion carried.

J. New Business

a. **Topeka FF I/II test** - Ivan Nevil - Ivan Nevil dropped in on the test site of course #04-0465 for Firefighter I/II. During the evaluation of the test site Ivan observed that Instructor Roger Schrock has listed himself to be Lead Instructor, Proctor and Lead Evaluator of the test. There were several violations also with students getting up and leaving the test site and then returning at their leisure. The staff recommends a suspension of Roger Schrock, Instructor II/III for a period of twelve (12) months. During this time Instructor Schrock will not be allowed to be Proctor, Lead Evaluator or Evaluator for any course. This does not impact his ability to teach.

Tom Loraine made a motion to follow staff recommendation to suspend Roger Schrock's Instructor II/III certification for (12) twelve months. Roger Schrock will not be allowed to be Proctor, Lead Evaluator or Evaluator for a period of twelve (12) months. This does not impact his ability to teach. Don Hall seconded the motion. Motion carried.

b. **Test Validation/Test Security/Test Separation (cognitive/practicals)** - Tom Loraine - 1. Test Validation - Mara suggested that this concern be covered under the new rules being promulgated. 2. Test Security - Tom suggested that members of the Board or PSTI staff do more monitoring of test sites. After discussion of test security, Darrick Scott made a motion to discontinue sending Fail letters with the correct answers, back to the firefighter. Tom Loraine seconded the motion. Motion carried. 3. Test Separation -

cognitive/practicals - Tom brought up the issue of practical skills being separated completely from the written test. Mara indicated that at this point the rules state that the written and practicals are due back to PSTI at the same time. Mara suggested that members of the Board look at rule 655 IAC 1-1-12, which is the Board's testing language and then come to the next meeting with suggested changes.

b. **Agility Test** - Pat Donoghue - Presented a copy of changes Kokomo F.D. is making to their Agility Test.

K. **Adjournment**

There being no further business, the chairperson declared the meeting adjourned at 11:25 a.m.